

Chignal Parish Council

C/O 45 Cherry Garden Road, Great Waltham, Chelmsford, Essex, CM3 1DH

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Clerk: Will Adshead-Grant

Chair: Lynn Ballard

Website: Chignal-pc.gov.uk

Vice Chair: Linda Nelson

Posted: 08 07 2026

You are hereby summonsed to attend the Bi-Monthly Meeting of the Chignal Parish Council on Monday 13th July 2026 at 7.30pm for transacting the following business.

w j adshead-grant, Clerk.

The Public and Press are cordially invited to be present. Members of the public are invited to address the Council at the Public Open Session.

2026/1036 Chair's Welcome.

2026/1037 Apologies for Absence.

2026/1038 Declarations of Interests and any requests for dispensation.

2026/1039 Public Open Session for any matters that need to be drawn to the Parish Council's attention.
(The item does not need to be on the current agenda).

2026/1040 Confirmation of the minutes of the AGM and Ordinary meetings of the Parish Council held on
11th May 2026.

2026/1041 County and City Councillors' Reports.

- i. Essex County Councillor Report – Cllr Mike Steel
- ii. Chelmsford City Councillor Report - Cllr Nicolette Chambers

2026/1042 Planning.

- **Chelmsford Local Plan:** Notice of Submission to the Secretary of State for Housing, Communities and Local Government. The Plan will now be subject to an Independent Examination conducted by a Planning Inspector appointed by the Secretary of State.
- **Norwich to Tilbury Development Consent Order Examination**
Update on representations made by the NW/SW of Chelmsford Parishes.
- **N2T: Proposed planning applications for National Grid's Enabling Works**
Planning applications for early, 'enabling' works will be submitted late July, before the N2T project receives development consent. The applications will include reinstatement of any work carried out if the DCO is not granted. nationalgrid.com/Norwich-to-tilbury
- **Chelmsford 4 - Chignal Road**
Two temporary site access points on Chignal Road.
- **Chelmsford 5 - Mashbury Road**
Two temporary site access points on Mashbury Road.

Comments on the proposed planning applications can be submitted to National Grid by 11:59pm on 14 July 2026. Once the applications have been submitted, Chelmsford City Council will undertake its own consultation.

2026/1043 Planning decision by Chelmsford City Council.

Reference	Address	Status
18/00001/MAS	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision
26/00639/FUL	New House the Green Chignal St James Chelmsford Essex CM1 4TY	Pending Consideration
26/00300/FUL	2 Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex CM1 4GR	Application Permitted
21/01545/OUT	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision

2026/1044 Planning Applications.

1. Planning Application Reference: 26/00639/FUL. Address: New House, The Green, Chignal St James, Chelmsford. Description of works: Retention of raised terrace to rear of house together with provision of a new brick boundary wall and brick planters

Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TF2W7FBRHHK00>

Approve Parish Council comments.

2026/1045 Planning Breaches:

Breaches of planning permission:

Enforcement Cases Open

Parish	Case Number	Received	Address	Nature	Status
Chignal	26/00078/ENFB	30/03/2026	Barn South Hillcroft Chignal Road Chignal Smealy Chelmsford Essex	Breach of conditions 3, 4, 5, 6 and 11 of 25/01124/FUL	Pending Consideration
Chignal	25/00230/ENFB	03/10/2025	Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex	Breach of several Conditions attached to 20/00121/FUL	Pending Consideration
Chignal	26/00055/ENFB	09/03/2026	New House The Green Chignal St James Chelmsford Essex CM1 4TY	Formation of a parking bay	Pending Consideration
Chignal	26/00067/ENFB	17/03/2026	New House The Green Chignal St James Chelmsford Essex CM1 4TY	Construction of raised platforms; land level alterations	Pending Consideration

Enforcement Cases Closed

Complaints closed between 01-06-2026 and 30-06-2026

Parish	Reference	Received	Address	Nature	Closed	Recommendation
Chignal	26/00127/ENFA	14/05/26	Land North Of The Larthings Chignal Chelmsford	Traveller encampment	16/06/26	The breach of planning control has now ceased/been remedied.

2026/1046 Chelmsford Association of Local Councils. (CALC). Report of meeting on 1st July and attendance at the next meeting.

2026/1048 Chignal Community Meeting.

2026/1049 Update on the accounts 2026/2027.

	Budget		Current Spend		Balance	Remaining
Staff Cost	£5,600		£1,888		£3,712	
Admin	£4,260		£1,104		£3,156	
Total	£9,860		£2,992		£6,868	70%

Cil	£9,902		£1,167		£8,735
Reserves	£16,441		£184		£16,257
Orchard	£2,122		£200		£1,922

2026/1050 Finance.

Accounts taken 07. 07. 2026 @22:26

Accounts:

Cheque Account	£546.67	(0% interest)
Savings Account	£34,745.41	(1.05% interest)

Total	£35,292.07
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Reserves

Orchard	£1,849
General Reserve	£16,256
Cils	£8,834

2026/1051 Payments for approval.

To approve the following payments:

Payment to	Description	Budget Column	Cost
Recoded Solutions	Website domain name	IT & Web	£17.00
Chopping Block	Tent Pegs	CIL	£22.99
Rope source	Rope for Tent	Reserve	£24.16
LS Engineers	Filter Kit for Mowers	Reserve	£69.42
Council wise	Audit 2025-2026	Auditors	£156.00
Essex Pension Fund	Pension - June	Pension	£226.55
Essex Pension Fund	Pension-July	Pension	£222.35
Clerk	Salary - June	Salary	£226.55
Clerk	Salary-July	Salary	£222.35
HMRC	PAYE - June	PAYE	£51.00
HMRC	PAYE - July	PAYE	£51.00

Total for approval	£1,289.37
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2026/1052 Review of the Bi-monthly bank reconciliation

2026/1053 Representatives' Reports: to discuss and debate any items.

- A) Little Hollows / Copperfield Place Liaison - Cllr Elwick
 - Landscaping – Update on replacing dead trees and hedging.
- B) Playing Field - Cllr Elwick, Cllr Towns and Cllr. Polley
 - Pétanque – progress report by the working group on construction.
- C) Village Hall Liaison - Cllr Towns
- D) Community Engagement - Cllr Nelson and Cllr Stainton
 - Parish Website – Updating events and content by clubs and groups.
 - New Parish Noticeboard – update on installation.
 - Telephone box, Chignal Smealey, 01245 440375. – Update.

- E) Community Safety – Cllr Lewis
 - Defibrillators – update on training.
 - Defibrillator at Hollow Lane – Highways License application.
- F) Highways (include Hedges) - Cllr Towns, Cllr Elwick and Cllr Ballard
 - Pothole repairs: update on priority area submitted by our County Councillor.
- G) Footpaths/Bridleways – Cllr Nelson, Cllr Towns and Cllr. Polley
 - Footpath audit – progress report.
- H) Nature Recovery. – Cllr Lewis and Cllr Ballard.
 - Consider preparing a Parish Nature Recovery Plan and forming a local group to deliver actions to increase biodiversity in line with the Essex Nature Recovery Strategy. Support available through the RCCE.

2026/1054 Items for the next Agenda:

Next meetings:

Monday 14 th September 2026	Bi-Monthly Meeting
Monday 09 th November 2026	Bi-Monthly Meeting
Monday 11 th January 2027	Bi-Monthly Meeting
Monday 08 th March 2027	Annual Parish Meeting and Bi-Monthly Meeting
Monday 10 th May 2027	Annual General Meeting and Bi-Monthly Meeting